

Sanitized Copy Approved for Release 2011/03/25 : CIA-RDP88G00186R000400390079-4

EO/DDA

Call OP and ask that they  
telephone by 15 Feb to  
HHS per para 4 of letter  
to Heckler

Registry File

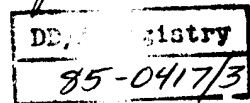
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2/15/85*

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Central Intelligence Agency



Washington, D.C. 20505



15 FEB 1985

DD/A REGISTRY

FILE: 20-1

The Honorable Margaret M. Heckler  
Secretary of Health and Human Services  
Chairwoman, Interagency Savings Bonds  
Committee  
Washington, DC 20226

Dear Madam Secretary:

Thank you for your letter of 31 January 1985 inviting the Director of Central Intelligence, Mr. William J. Casey, to attend the 1985 Federal Savings Bonds Campaign Kickoff scheduled for 21 February 1985.

Mr. Casey asked that I respond to your letter to advise you he will be unable to attend the Kickoff because of a prior commitment. Mr. Casey has, however, selected [redacted] of the Office of Personnel to represent him. [redacted] attended the Savings Bond Leadership Conference earlier this year and I believe he will be an excellent representative of the Agency.

Thank you again for your invitation to Mr. Casey. We look forward to working with you on this important effort.

Sincerely,

Harry E. Fitzwater

Harry E. Fitzwater  
Deputy Director  
for  
Administration

**Distribution:**

Orig - Adse

1 - Executive Registry

1 - D/Personnel

1 - DDA Subject

1 - DDA Chrono

DDA/Pers Off  ew

(13 February 1985)

STAT

DU/A Registry

85-0417/2

## ROUTING AND RECORD SHEET

SUBJECT: (Optional)

85-0542

FROM: Robert W. Magee  
Director of Personnel

EXTENSION

NO.

DATE

TO: (Officer designation, room number, and building)

DATE

RECEIVED

FORWARDED

OFFICER'S INITIALS

COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)

1. *EO/* Deputy Director for  
Administration  
7D-24, Headquarters

11 Feb

*[Signature]*2. *ADDA*

11 FEB 1985

*[Signature]*3. *DDA*4. ~~*[Signature]*~~5. *EXO/DDA*

← When Memo  
DDA to Sec HHS  
signed call OP  
and ask telephone by 15  
HHS per para 4.  
Necker Memo 2

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14.

15.

D/P 85-0542

**ROUTING AND RECORD SHEET**

SUBJECT: (Optional)

DD/A Registry

FROM: Harry E. Fitzwater  
Deputy Director for Administration  
7D-24, Headquarters

EXTENSION

NO.

DATE

TO: (Officer designation, room number, and building)

DATE

RECEIVED

FORWARDED

OFFICER'S  
INITIALS

COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)

1. Director of Central  
Intelligence  
ATTN: [REDACTED]

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ADMINISTRATIVE-INTERNAL USE ONLY

MEMORANDUM FOR: Director of Central Intelligence

ATTENTION: FROM: Harry E. Fitzwater  
Deputy Director for Administration

SUBJECT: Invitation to DCI to Attend Savings Bond Kickoff

1. Inasmuch as a Director of Central Intelligence has not attended similar events in the past, it is recommended that the Interagency Savings Bond Committee be advised that Mr. Casey will be unable to attend. It is suggested that someone from the Office of Personnel be designated to attend this function on behalf of Mr. Casey.

2.  Chief, Personal Services Branch, Office of Personnel, attended the Savings Bond Leadership Conference which was held in January. I believe he would be an appropriate representative to attend the Kickoff. Unless advised otherwise I will direct the Office of Personnel to convey Mr. Casey's regrets to the Bond Committee and provide them with  name.

  
Harry E. Fitzwater

*Not sent  
DDA responded for DCI.  
EHR*

ADMINISTRATIVE-INTERNAL USE ONLY

**ROUTING AND TRANSMITTAL SLIP**

Date 2/4/85

TO: (Name, office symbol, room number, building, Agency/Post)		Initials	Date
1. DD/PERSONNEL			
2.			
3. DD/EBS			
4.			
5.			
Action	File	Note and Return	
Approval	For Clearance	Per Conversation	
As Requested	For Correction	Prepare Reply	
Circulate	For Your Information	See Me	
Comment	Investigate	Signature	
Coordination	Justify		

**REMARKS**

#1 - FOR ACTION

(PLS PREPARE RECOMMENDATION FOR DDA'S SIGNATURE AS TO DCI'S ATTENDANCE, ADDRESSED TO MS. MURPHY.)

SUSPENSE: 14 FEBRUARY 1985

Supers to D/P: 8 Feb 1985  
TO DD/EBS: 7 FEB 85

DO NOT use this form as a RECORD of approvals, concurrences, disposals, concurrences, and similar actions

	Room No.—Bldg.
	Phone No.

FORM 41 (Rev. 7-76)

Prescribed by GSA  
FPMR (41 CFR) 101-11.206

**EXECUTIVE SECRETARIAT**  
**ROUTING SLIP**

TO:		ACTION	INFO	DATE	INITIAL
1	DCI		X		
2	DDCI				
3	EXDIR		X		
4	D/ICS				
5	DDI				
6	DDA	X			
7	DDO				
8	DDS&T				
9	Chm/NIC				
10	GC				
11	IG				
12	Compt				
13	D/Pers		X		
14	D/OLL				
15	D/PAO		X		
16	SA/IA				
17	AO/DCI				
18	C/IPD/OIS				
19	NIO				
20					
21					
22					
SUSPENSE		Date _____			

Remarks

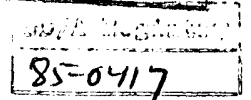
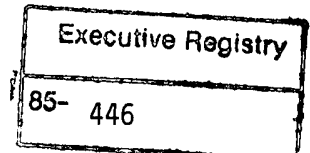
TO # 6: Please provide recommendation  
as to DCI's attendance, to

Executive Secretary

1 Feb 85

Date





FEREN

## Interagency Savings Bonds Committee

OFFICE OF THE CHAIRMAN

January 31, 1985

WASHINGTON, DC 20226

The Honorable William J. Casey  
Director  
Central Intelligence Agency  
Washington, D.C. 20205

Dear Mr. Casey:

It is my pleasure to invite you to attend the 1985 Federal Savings Bonds Campaign Kickoff on Thursday, February 21, 1985. This event, marking the beginning of the 1985 Savings Bonds Campaign for employees of the Federal Government and members of the military services, will be held at the Departmental Auditorium on Constitution Avenue between 12th and 14th Streets, N.W., opposite the National Museum of American History.

As in the past, we will be joined by a celebrity who will serve as the 1985 Honorary Chairperson.

Refreshments will be served at a Reception in Conference Room B at 9:45 a.m. Please use the driveway on the east side of the Auditorium, and enter through the last portico. Immediately following the Reception, at approximately 10:30 a.m., we will join those already assembled in the Auditorium for a rally, which will be about one hour in duration.

Please call Ms. Cindy Maneely, Federal Payroll Savings Bonds Office, by February 15, 1985 of your plans to attend and furnish her with the requested information. She can be reached at 634-5385.

I look forward to meeting with you on February 21st to launch this most important Federal effort.

Sincerely,

Margaret M. Heckler  
Secretary of Health and Human Services  
Chairwoman, Interagency Savings  
Bonds Committee



Buy U.S. Savings Bonds Regularly on the Payroll Savings Plan

